



NASA
WISCONSIN
SPACE GRANT
CONSORTIUM

FIRST NATION LAUNCH ADVISOR AWARD AGREEMENT

Please fill out for WSGC Grant Reporting and Award Payout Purposes Only			
		AISES TRIBAL BOTH	
Last Name	First Name	Please Circle	
Address	City	State	Zip Code
Team Name	Institution		

Award Terms and Conditions

This award is made available for the pursuit of your space-related research and/or activities through the Science and Engineering Apprentice Program: NASA Grant #NNX13E43A and National Space Grant Foundation Cooperative Agreement 2016-HESS 05. Catalog of Federal Domestic Assistance (CFDA) number for this award is 43.008.

As acceptance of this award, I understand & agree to the award terms and conditions and acknowledge only U.S. Citizens may receive federal funding (NASA Grants Handbook Part B 1260.12). I also understand that I may be required to return funding if I fail to meet these conditions.

Advisor Signature

Date

FACULTY ADVISOR

*Submit all reports and required documents to the WSGC application website under [Program Applications/Your Applications](#).

Advisor/Student Participant Required Documents

By initialing the following items listed, the awardee confirms the completion and submission of the following documents by the advisor and the student participants:

- _____ W9 - Institution (Advisors Only)*
- _____ W9 Individual
- _____ Award Agreement Letter*
- _____ [Media Release Form*](#)
- _____ One-paragraph Biography*
- _____ Professional Photo*

Additional Award Acceptance Components

By checking the following boxes, the awardee confirms the awardee's commitment to the completion and submission of the following:

- ☐ Registration of each team member on the WSGC website by the date that the final team roster is submitted.
- ☐ Follow Wisconsin Space Grant Consortium on the WSGC [Facebook](#) or [Twitter](#), posting at least one photo or video of my team's participation in this program.
- ☐ Write the Congressional [Senators](#) and [Representative](#) a [Thank You note](#) for this publicly funded award.
- ☐ Provide WSGC with copies and links to any publications or news reports highlighting the research associated with this award.
- ☐ Inform WSGC [Program Office](#) immediately of any changes in participant's address, phone number, department, advisor, institution, graduation date, etc.
- ☐ [Annual Tracking Survey](#): This survey will be emailed by NASA.

Student Reports, Publications, and Presentations

- ☐ [Kick-Off Meeting](#): Attend the Virtual Kick-off Meeting December 15, 2016 @ 7 pm (262.551.2124). Early Bird Kick-Off Meeting November 3, 2016.
- ☐ [Team Roster, Flight Demo and Budget*](#): Submit a team roster, flight demo of low-power model rocket, and budget by January 17, 2017. Post flight on Facebook and/or Twitter.
- ☐ [Preliminary Design Report*](#): Submit PDR by February 3, 2017.
- ☐ [Motor Selection Due*](#): Submit final motor selection by March 3, 2017.
- ☐ [First Reimbursements Due](#): Submit receipts and forms to the [NSGF Office](#) by March 10, 2017.
- ☐ [Safety Review Meeting](#): Attend the Virtual Safety Review Meeting on March 11, 2017. (Times to be confirmed from 2-5 pm CST). Post team photo on Facebook and/or Twitter
- ☐ [Lodging Request](#): Submit motor selection choice and lodging request to the [WSGC Program Office](#) by March 13, 2017.
- ☐ [Critical Design Report*](#): Please submit this report by April 3, 2017.
- ☐ [Registration](#): Submit a final team roster by April 3, 2017.
- ☐ [Final Virtual Inspection](#): Individual teams schedule inspection with Technical Advisor the week of April 3-7, 2017.

- ❑ Pre-Flight Readiness Oral Presentation*: Present a 6-8 minute PowerPoint presentation discussing team's rocket April 20, 2017 at Carthage College in the Todd Wehr Center.
- ❑ Final Workshop: Attend final rocket workshop, build motors, and attend workshop to be announced April 21, 2017 at Carthage College in the Todd Wehr Center.
- ❑ Launch Competition: Attend the High-Powered Rocket Launch at Richard Bong Recreational Area April 22, 2017 in Kansasville, WI.
- ❑ Post Flight Performance Report*: Submit this report by May 8, 2017.
- ❑ Final Reimbursements Due: Submit receipts and forms to the [NSGF Office](#) by May 8, 2017.
- ❑ NASA Center: First place winners will be invited to a NASA Center. Date to be determined. In order to qualify for the grand prize, all reports must be submitted on time.

Team Advisor/Mentor Role and Responsibility

The team advisor is responsible for guiding students through the design, build and fly components of the First Nations Rocket Launch competition. The team advisor will ensure that all reports, publications, and presentations meet the guidelines outlined in this agreement and all funds are expended according to the parameters of the competition.

Payout/Reimbursement

To initiate payout, please complete and mail the [FNL Travel Expense Summary Form](#) and/or the [FNL Team Funded Program Expense Reimbursement Form](#) with original receipts to the [NSGF Program Office](#). All costs associated with this program should be necessary and reasonable for the performance of this award (OMB Uniform Guidance 200.403, 200.404). NSGF will issue payment within 30 calendar days after receipt of complete reimbursement requests (OMB Uniform Guidance 200.305). Please submit all documentation on or before March 10, 2017 for the first payout and May 8, 2017 for the final payout. Receipts and forms may be submitted electronically to campbell@spacegrant.org. Receipts postmarked after May 8, 2016 will not be eligible for reimbursement.

Mentor Stipend

Mentors will receive a \$1,000 stipend for each team of students competing at the First Nations Launch competition. Final team rosters must be submitted by April 3, 2016. Note: In order to qualify for two \$1,000 stipends, students participants cannot be listed on both AISES and Tribal teams.

Important Tax Information

Award recipients assume the responsibility for any and all income tax liabilities. WSGC recommends that you document all expenditures, and maintain a record of all original receipts. Please contact your tax accountant.

Award Details

More award information is available at spacegrant.carthage.edu under [Student Tools and Tips](#).



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Student Signature

Date

STUDENT

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